

# Certification Status Definitions for Small Business & Disabled Veteran Business Enterprise (DVBE) Certifications

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## Internet Certification Status Query

A firm's Small Business and/or Disabled Veteran Business Enterprise (DVBE) certification status can change at any time. To verify the real-time certification status of all firms that have or had an application on file with the Office of Small Business and DVBE Services (OSDS) go to: [www.pd.dgs.ca.gov/smbus](http://www.pd.dgs.ca.gov/smbus) and select [Search for STATUS of a specific Firm's Certification](#).

- Enter the applicant's OSDS Reference Number or a partial business name and click on Search
- Once the summary profile appears on the screen, **you must click on the business name** to see the detailed certification information as depicted below

### Current Certification Status

Business Type	Certification Type	Status	From Date	To Date
SERVICE	SMALL BUSINESS	Approved	2/21/2008 12:00:00 AM	2/28/2009 12:00:00 AM
SERVICE	DVBE	Approved	3/6/2008 12:00:00 AM	2/28/2009 12:00:00 AM

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## Certification statuses

An applicant may have one or more of the following certification statuses on their profile:

- Approved
  - Pending
  - In Progress
  - Expired
  - Denied
  - Revoked
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## Approved status

An "Approved" status means the firm is currently certified.

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## Pending status

"Pending" means the firm's application is being processed by the OSDS. In an award situation, buyers and contracting officials are encouraged to contact the OSDS at (916) 375-4940 to request an expedited review.

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## Certification Status Definitions for Small Business & Disabled Veteran Business Enterprise (DVBE) Certifications, Continued

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<b>In Progress status</b>	"In Progress" means the firm is either in the process of applying via the OSDS' online certification application at <a href="http://www.getcertified.dgs.ca.gov">www.getcertified.dgs.ca.gov</a> or the applicant must send support documents to the OSDS to obtain a certification status.
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<b>Expired status</b>	An "Expired" status means the previously-certified firm's certification has expired. The firm can submit a new certification application.
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<b>Denied status</b>	"Denied" means the firm's certification request was denied for a variety of reasons, including self-withdrawal. The firm can submit a new certification application.
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<b>Revoked status</b>	"Revoked" means the previously-certified firm's certification status was terminated, including self-withdrawal. The firm can submit a new certification application.
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<b>Certification effective date</b>	Firms claiming SB or DVBE certification in a bidding situation have until 5:00 p.m. of the <u>bid due date</u> to submit a certification application to the OSDS that when reviewed (regardless of review date) can be deemed certifiable.
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Example:

- A solicitation's bid due date is 4/1/08
  - OSDS receives on 4/1/08 at 4:59 PM, a paper application and all pertinent support documents
  - OSDS reviews the application on 4/5/08 and determines the application is complete and the firm is eligible for certification
  - The firm's certification effective date is 4/1/08
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<b>In a hurry?</b>	The OSDS encourages firms in a bidding situation to use the online certification application at <a href="http://www.getcertified.dgs.ca.gov">www.getcertified.dgs.ca.gov</a> . In most Small Business cases, a firm can get certified in about 20 minutes. Firms can call the OSDS Monday through Friday, 8 AM to 5 PM, at (916) 375-4940 for hands-on assistance with the online application.
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